

EMPLOYEE SBP PROGRESS RECORD

BRIDGE MAINTENANCE UNIT

Name: _____

SKILL BLOCK CERTIFICATION

SSN: _____

ENTRY LEVEL 1

CODE	SKILL BLOCK	DATE	REQUIREMENTS	SIGNATURE	SIGNATURE SUPERVISOR
1B1	A. Small Hand and Power Tools B. Introduction to Work Zone Traffic Control Devices C. Basic Two-Way Radio Communication D. Operation of Chain Saw		A. View "Hand and Power Tool Safety" Video #226 B. View "Basic Traffic Control" Video #301 C. Complete Basic Two-Way Radio Communication Guide EQP-529 D. Complete Chain Saw Guide EQP-507	_____ _____ _____	_____ _____ _____
1B2	Operate 1 piece Category A Equipment		Complete Dump Truck Guide EQP-415 (Prerequisite 1B4)		
1B3	Operate 1 piece Category A Equipment		Complete Air Compressor Guide EQP-400		
1B4	Commercial Drivers License		Obtain CDL with required endorsements from the Division of Motor Vehicles		
1B5	Securing & Hauling Loads		Demonstrate Skill to Satisfaction of Supervisor Skill Demonstration #1 Skill Demonstration #2 Skill Demonstration #3 Skill Demonstration #4 Skill Demonstration #5	_____ _____ _____ _____ _____	_____ _____ _____ _____ _____
1B6	Measuring, cutting & nailing miter joints (basic carpentry)		Demonstrate Skill to Satisfaction of Supervisor Skill Demonstration #1 Skill Demonstration #2 Skill Demonstration #3 Skill Demonstration #4 Skill Demonstration #5	_____ _____ _____ _____ _____	_____ _____ _____ _____ _____
1B7	Concrete Skills (placing & vibrating)		Demonstrate Skill to Satisfaction of Supervisor Skill Demonstration #1 Skill Demonstration #2 Skill Demonstration #3 Skill Demonstration #4 Skill Demonstration #5 View Video VC-122	_____ _____ _____ _____ _____ _____	_____ _____ _____ _____ _____ _____
1B8	Rigging loads for lifting		Demonstrate Skill to Satisfaction of Supervisor Skill Demonstration #1 Skill Demonstration #2 Skill Demonstration #3 Skill Demonstration #4 Skill Demonstration #5 View Video #B-05	_____ _____ _____ _____ _____ _____	_____ _____ _____ _____ _____ _____

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INTERMEDIATE LEVEL 2

CODE	SKILL BLOCK	DATE	REQUIREMENTS	SIGNATURE	SIGNATURE SUPERVISOR
2B1	Prevent. Maint. on mechanical parts of movable spans		Demonstrate skill to satisfaction of supervisor for 6 months Begin Skill Demonstration: _____ End Skill Demonstration: _____	_____	_____
2B2	Basic cutting of structural steel using acetylene torch		Demonstrate Skill to Satisfaction of Supervisor Skill Demonstration #1 Skill Demonstration #2 Skill Demonstration #3 Skill Demonstration #4 Skill Demonstration #5 View Video #383	_____ _____ _____ _____ _____	_____ _____ _____ _____ _____
2B3	Conduct Flagging Operations		Complete Flagging School SAF-238 Demonstrate skill to satisfaction of supervisor for 40 hours Begin Skill Demonstration: _____ End Skill Demonstration	_____	_____
2B4	Basic concrete testing, placing & finishing		Complete Chapter 9, SSC #060 Concrete video NCDOT Level 1 Concrete School Review Demonstrate Skill to Satisfaction of Supervisor Skill Demonstration #1 Skill Demonstration #2	_____ _____ _____ _____ _____	_____ _____ _____ _____ _____
2B5	Deleted			_____ _____ _____ _____	_____ _____ _____ _____
2B6	Placing and tying reinforcement steel		Complete Reinforcing Steel BRG-160		
2B7	Operate 1 piece of Category B Equipment		Complete one Category B Equipment Guide		
2B8	Snow and Ice Control		Prerequisite 1B2 Complete Snow & Ice Control chapter EQP-415 Operate snow and ice control equivalent for 16 hours during storm conditions to supervisor's satisfaction Begin Skill Demonstration: _____ End Skill Demonstration:	_____ _____ _____	_____ _____ _____

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JOURNEY LEVEL 3

CODE	SKILL BLOCK	DATE	REQUIREMENTS	SIGNATURE	SIGNATURE SUPERVISOR
3B1	Pipe Installation & Maintenance		Complete BRG-190 (Installation of Pipe 54" and Larger) Complete Drainage Excerpts & Pile Installation Course MNT-481	_____	_____
3B2	Operate spray gun in spraying operation or operate sandblasting and lead paint removal equipment		Demonstrate skill to the satisfaction of supervisor on two (2) operations. View video #B-04 Skill Demonstration #1: _____ Skill Demonstration #2: _____	_____ _____	_____ _____
3B3	Skill form and carpentry work; layout		Complete concrete form construction BRG-195	_____	_____
3B4	Replace, repair, and maintain machinery and component parts of drawbridge		Prerequisite: 2B1 Demonstrate Skill to Satisfaction of Supervisor Skill Demonstration #1 Skill Demonstration #2	_____	_____
3B5	Certified Concrete Technician Level I		Prerequisite: 2B4 Complete M&T Level 1 concrete course Study NCDOT Standard Specifications, sections 420,1000	_____	_____
3B6	Rig and set piles and rough cut off of piles		Complete Pile Driving BRG-170	_____	_____
3B7	Operate 1 piece of Category C Equipment		Complete one Category C Equipment Guide Crane Institute Truck Crane Certification or Backhoe EQP-514	_____	_____
3B8	Drill, cut and fit structured steel to close tolerance		Demonstrate Skill to Satisfaction of Supervisor Skill Demonstration #1 Skill Demonstration #2 Skill Demonstration #3 Skill Demonstration #4	_____ _____ _____ _____	_____ _____ _____ _____
3B9	Demolition Boring, site preparation for explosives		Demonstrate Skill to Satisfaction of Supervisor Skill Demonstration #1 Skill Demonstration #2	_____	_____
3B10	Lead worker on bridge crew with supervision by mentor		Complete TW's Transition to Leadership SBP-300 Basic Work Zone Safety Course SAF-500 Demonstrate skill to satisfaction of supervisor for 52 weeks Begin Skill Demonstration: _____ End Skill Demonstration: _____	_____	_____
3B11	Certified conventional density technician		Certified by NCDOT M&T Unit	_____	_____

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BRIDGE MAINTENANCE UNIT

CODE	SKILL BLOCK	DATE	REQUIREMENTS	SIGNATURE	SIGNATURE SUPERVISOR
3B12	Plan development and layout of traffic control in a work zone for two lane roads		Complete Basic Work Zone Safety Course SAF-500 Demonstrate skill to the satisfaction of supervisor for 6 months Begin Skill Demonstration: _____ End Skill Demonstration	_____ _____ _____	_____ _____ _____
3B13	Transport by truck and trailer with gross haul weight rated 10,000 lbs. And above		Prerequisite: Class A CDL Complete Trailer (Tow Type) EQP-514		
BB14	Installation and Maintenance of Erosion Control Devices		Complete manual Review video		

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BRIDGE MAINTENANCE UNIT

ADVANCED LEVEL 4

4B1	Read and interpret plans, calculate concrete quantities and place orders, plan reading and layout, directing the drilling and cutting of holes, directing the erection of steel beams		Complete Course SSC-010 Complete Course SSC-012 Complete Course SSC-030 Study portion of NC SS R&S "Specs" for project being built Demonstrate skill to satisfaction of supervisor for 3 months Begin Skill Demonstration: _____ End Skill Demonstration: _____	_____ _____ _____ _____ _____	_____ _____ _____ _____ _____
4B2	Finish Carpentry		Demonstrate Skill to Satisfaction of Supervisor Skill Demonstration #1 Skill Demonstration #2 Skill Demonstration #3 Skill Demonstration #4 Skill Demonstration #5	_____ _____ _____ _____ _____	_____ _____ _____ _____ _____
4B3	Plan development and layout of traffic control in work zone		Complete Intermediate Work Zone Safety Course SAF-505 Implement traffic control in a work zone to current standards and to the satisfaction of Area Superintendent	_____ _____	_____ _____
4B4	Direct crane operator with hand signals during pile driving operation		Complete "Directing Pile Driving" BRG-180		
4B5	Direct repair and maintenance work on moveable span/draw bridges and operate draw bridge in an emergency		Prerequisite: 3B4 Supervisor's certification of knowledge and skills		
4B6	Establish centerline grades with survey instruments		Complete Technical Training Series "Beginning Construction Layout		
4B7	Supervise full operated equipment operations		Prerequisite: 3B7 Must be Level 3 or Level 4		
4B8	Assist in plan development and layout of erosion control devices		Satisfactorily complete lecture course "Erosion Control & Design Module" BRG-210 Demonstrate Skill to Satisfaction of Supervisor Skill Demonstration #1 Skill Demonstration #2 Skill Demonstration #3 Skill Demonstration #4 Skill Demonstration #5	_____ _____ _____ _____ _____ _____	_____ _____ _____ _____ _____ _____

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BRIDGE MAINTENANCE UNIT

ADVANCED LEVEL 4 (CONTINUED)

CODE	SKILL BLOCK	DATE	REQUIREMENTS	SIGNATURE	SIGNATURE SUPERVISOR
4B9	A. Oversee sandblasting (quality & safety) B. Oversee containment measures developed by Supervisor C. Oversee paint operation including record keeping, quality of work, quantities		Prerequisite: 3B2 Complete Abrasive Blasting/Power Tools BRG-350 Oversee two sandblasting AND 2 painting operations Sandblasting operation #1 Sandblasting operation #2 Paint operation #1 Paint operation #2	 	
4B10	Serve as competent person on trenching and shoring operations		Complete Competent Person – Trenching, Shoring, Excavation Course SAF-250		
4B11	Oversee installation and maintenance of ramp & lift system for ferry docks		Demonstrate Skill to Satisfaction of Supervisor Skill Demonstration #1 Skill Demonstration #2 Skill Demonstration #3 Skill Demonstration #4 Skill Demonstration #5	 	
4B12	Explosive specialist, loading, detonation: develop shot plans, determine safety issues		Completion of Explosive Specialist Training SAF-150 Maintain certification through SAF-151 every three years		
4B13	Unit administered contracts – inspection of work and record keeping (including calculating pile driving data) and calculating quantities		Prerequisite: 4B4 and 4B1 Complete Purchase Order Contract Training SSC-120		
4B14	Structural Welding		M&T Certification Demonstrate Skill to Satisfaction of Supervisor Skill Demonstration #1 Skill Demonstration #2 Skill Demonstration #3 Skill Demonstration #4 Skill Demonstration #5	 	
4B15	Operate 1 piece of Category D Equipment		Complete one guide for Category D Equipment		
4B16	Lead worker on a bridge crew without supervision by mentor		Prerequisite: 3B10 Complete TW's Introduction to Supervision Course SBP-510		
4B17	Instructor: Equipment training guides, Procedural Training Manuals, or other Formal Training needs		Complete On The Job Training Course SBP-400 Satisfactorily complete assigning training duties to the satisfaction of supervisor		
4B18	Third Party Company Examiner (CDL Road Test and Certification)		Complete certification by Division of Motor Vehicles and be an examiner		